

Instructions for Completing Title Page (Form ED 40-514)

Item 1. Application Number: (Leave blank)

Item 2. D-U-N-S Number: Beginning in FY 1998, the 9-digit D-U-N-S Number replaced the 12-digit Employer Identification Number (EIN) used in previous years. The D-U-N-S Number is assigned to organizations by Dun & Bradstreet. If you do not know your D-U-N-S Number, call the toll-free telephone number maintained by Dun & Bradstreet: 800-333-0505 (Monday - Friday, 8:30 a.m. - 6:00 p.m. Eastern time).

Item 3. Consortium Identification Number: Each consortium should create a five-letter-digit consortium identification number, which should be entered in Item 3. The SAME five-letter-digit number should be clearly listed on the proposals submitted by the consortium's Canadian and Mexican partners to the respective governments.

Item 4. Project Director: Enter the name and complete mailing address of the designated Project Director at the lead US institution. If no one has been selected, so indicate and enter the name of the person who can be contacted to discuss the programmatic aspects of the project. NOTE: Name and address listed here will be used to mail proposal status notifications. Do not forget to include the telephone number. Both this address and the Legal Applicant address (Item 9) should be fully completed.

Item 5. Legal Applicant: Enter the name and complete mailing address of the institution or agency that will serve as the legal applicant (fiscal agent). When more than one institution or agency is involved, enter the name of the one which will be responsible for budget control. Acknowledgement of grant awards are sent to this address. Remember to complete this section fully.

Item 6. Consortium Institutions. List participating institutions from all three countries. Additional partners may be listed on a separate page. In addition, please fill out the attached partner forms that identify, for each member of the consortium, the project director, and his or her mailing address, telephone and fax numbers, and email addresses.

Item 7. Proposal Title: Self-explanatory.

Item 8. Brief Abstract of Proposal: This should be concise and confined to the space provided, but in no case should you leave this space blank. This description should include a total number of students in each country that you plan to send abroad during the lifetime of the project.

Item 9. Federal Funds Requested: Enter the amount of Federal funds being requested from FIPSE in the first year of the project. Because the first year is for preparatory work, please limit this request to \$25,000. Enter the amount requested for subsequent years of funding. Under "total" enter the cumulative amount requested for the life of the project.

Item 10. Duration of Project: Enter the beginning date of the project (no earlier than January 1, 2000). Enter the ending date and the total number of months covered. Projects should be four years in length.

Item 11. Certification by Authorizing Official: Enter the name, title, and telephone number of the official who has the authority to commit the institution to accept Federal funding and to execute the proposed project. Submit the original ink-signed copy of the authorizing official's signature.